App. F. IX-4

Previous References

File No. 94-
Serial Nos. 4

PRESERVED

Letter References
P+S. 74-38, Als. 1-4

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 2

Part B for August 38

SUBJECT.

Security from the Manager, Government Em
Bank Depot and entrusting him with custody Ca

WD 0295—GPB—22,500—13-8-37

To

G. 616-17 & 18.7.38.
The Supt. Govt. Central Bank Depot
The Comptroller

Approving the proposal of the superintendent to em
the custody of cash to the
of Rs 500

Security from the Manager, Govt Central Book Depot and entrusting him with custody of cash 6480

General and Revenue Secretariat

File No. PX S 94 of 1937. [App. F. III–2

Serial No. 4

From

Supt Govt Central Book Depot
No 5418 d 17/20.6.38
states that the Sub Asstt Supt in charge of the Book Depot has been in custody of cash and as the Comptroller has objected to the practice, requests approval to entrust the custody of cash to the Manager, taking a Security of Rs 500/-
Subd with draft sanction for consideration
The Comptroller's objection seems to be reasonable. The proposal of the Supt to entrust the custody of cash to the Manager an official on Rs 50-2-60 after taking a Security of Rs 500 may perhaps be approved (~~with financial concurrence~~)
It has not been stated by the Supt whether the Security of Rs 500 from the Manager will be taken in lump sum or in Small instalments Sir orders

The Supt Govt. Book Depot will receive Rs 500 from the Manager, Govt Central Book Depot as Security for cash entrusted to him

Noted
28/6/38
H/6
28/6

Sanction accordingly
Govt Key
28/6

Secretariat

MW
11.7

Noted
14/7/38

MW
15.7.38

Sanction accordingly
Govt Key

OFFICE OF THE SECOND MEMBER OF COUNCIL, 12 JUL 1938 No. 58

6d 1/11/6

H-Cen.132

TYPI
NOTE—Conti
GEN.

File No. of 193 .

General and Rever
Secretariat

Serial No. H-cent32

For perusal before communication.

H. Secy.)

20.7.38.

Issued

22.7.38

To
The Supdt.,
The Comptroller
Central Bank Dept 5

No Y 616-17 Dt 18-7-38

sanctions the proposal of the

GENL & P
15 AUG 19
GENL & P

B. D. F. No. 24]

GOVERNMENT CENTRAL BOOK DEPOT, BANGALORE.

No. 5418

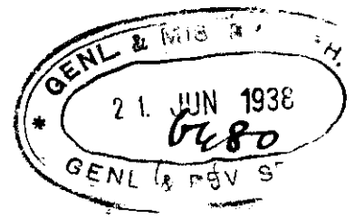
17/20th June ..... 193 8.

Encl. Two.

P x S 94—37—4

FROM

THE SUPERINTENDENT,
GOVT. CENTRAL BOOK DEPOT,
BANGALORE.



To

The Secretary to Government of
His Highness the Maharaja of Mysore,
Development Department, Bangalore.

SIR,

I have the honour to state that when the Government Central Book Depot was under the control of the Director of Public Instruction in Mysore, Bangalore, cash was in the custody of the Curator, who was in immediate charge of the Book Depot. Ever since the Book Depot was transferred to the Management of the Superintendent, Government Printing, cash is in the custody of the Sub Assistant Superintendent, who is in immediate charge of the Book Depot.

The Comptroller, has in his audit note of the Accounts relating to the Book Depot from October 1934 to October 1936, stated that the arrangement for custody of cash and the work connected with it in the Book Depot, is at variance with rules and that it is not correct in priciple, to entrust a Gazetted Officer with the immediate custody of cash and that an Official of sufficient status, should be entrusted with that work.

An extract of the audit note is submitted for kind perusal. He has subsequently in his letter No.254/L.A.D. dated 30th November 1937, extract of which is enclosed for kind reference, stated that his further remarks re. the admissibility or otherwise of the Sub Assistant Superintendent, keeping the office cash in his own custody will be communicated in due course separately.

In this connection, I beg to state that the objection taken by the Comptroller is well founded and that it appears to be necessary to change the procedure of the Book Depot.

The Manager of the office, whose pay is Rs.50-2-60 may be entrusted with the custody of the Cash and he may furnish a security of Rs.500/-. The Sub Assistant Superintendent of the Book Depot, may ~~b~~ check the cash daily and exercise all such control over it as devolves on Gazetted officers, in accordance with the provisions of the Mysore Civil Account Code. The arrangement may be ordered to be brought into effec immediately.

I have the honour to be,

Sir,

Your most obedient servant

Ag. Superintendent

BS.

Extract from the Audit Note No.926/L.A.C.dated the 25th June 1938 from the Comptroller to Government of H.H.the Maharaja of Mysore, Bangalore to the Superintendent, Government Central Book Depot, Bangalore.

× × × ----- × ×

Part II. Result of current audit.

1. Custody of Cash and maintenance of accounts relating to cash transactions.

According to para 2 of annexure to M.C.A.C.Vol.I, in all Government offices, an Official of sufficient status should be entrusted with cash and the work relating to cash transactions and the maintenance of the registers connected therewith. The head of the office should examine these registers and the cash balance frequently not less often than once a month and record in the cash book the result of his verification of cash balance.

In the Government Central Book Depot, the Sub Assistant Superintendent, who is a Gazetted officer in charge of the institution has the custody of cash, and the clerk on Rs.40/- is entrusted with the maintenance of accounts. This arrangement is at variance with rule referred to above and can be continued with the sanction of Government if it is not otherwise possible to adopt the system followed in the offices of the Government Central Book Depot Press and Stationery Depot under the control of the same Officer. It is not correct in principle to entrust a Gazetted Officer with the immediate custody of cash or stores for which the cash book or stock book is also note kept by him.

× × × × × × ×

T.Venkatamboorao
20/6/38
Ag.Superintendent,
Govt.Central Book Depot,
20.6.38
Bangalore.

Extract of letter No.254/L.A.D.dated 22/30th November 1937 from the Comptroller to the Government of His Highness the Maharaja of Mysore, Bangalore, to the Superintendent Government Central Book Depot, Bangalore.

..ith reference to your letter No.1528 dated 17th September 1937 returning with necessary replies, the audit note on the accounts of the Government Central Book Depot from October 1934 to October 1936, I have the honour to stat as follows:-

(1) Custody of cash and maintenance of accounts relating to cash transactions:- Further remarks regarding the admissibility or otherwise of the Sub-Assistant Superint -dent keeping the office cash in his own custody will be com- -municated in due course separately.

x x x xx x x x x x x x

Sd/- Y.Subramanyam

Assistant Comptroller

20/12/38

Ag.Superintendent,
Government Central Book Depot,
Bangalore.

G. R. S. App. F VI—G 2]

SUBJECT .....

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Diary No. of letter replied to.....

General and Revenue Secretariat

( )

the 19

Section PWS

File No. 94—37

Serial No. 5

Proceedings of the Government of His Highness the Maharaja of Mysore.

Date of issue 18-7- 193

Signed by Mr. CSS.

Read—

Letter No. 5418 d 20.6.38 from the Supdt Govt Central Book Depot stating that the Comptroller has held in objection the existing practice in the Depot under which the Sub and Supdt Gazetted Officer has been in charge custody of cash and suggesting that ~~request~~, under the circumstances ~~to entrust~~ may be entrusted the custody of cash to the who may also be required to furnish Manager, ~~Cashier~~ a Security of Rs 500/-, ~~Furniture and to~~ ~~all~~ the Sub and Supdt ~~the~~ ~~Accts~~ ~~Govt~~ Central ~~Depot~~ Depot as directed by

May this be—

(i) printed?

(ii) treated as a standing order?

(iii) published in the Gazette, English Part?

(iv) translated?

(v) placed at the disposal of the pre

(vi) published in the Gazette, Kannada Part?

~~Order thereon.—No.~~

Gazetted Appointments under the provisions of the M.C.H.C.

Order No 2 57

The proposal of the Supt, Govt Central Book Depot is sanctioned

By Secy to Govt

Dev. Dept

To the Supt Govt Central Book Depot
Comptroller thro' F.D.

28/6/58

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS
THE MAHARAJA OF MYSORE

Letter No.5418 dated 20th June 1938, from the Superintende
Government Central Book Depot, stating that the Comptroller has hold in objection the existing practice in the Depot under which the Sub Assistant Superintendent, a Gazetted Officer has been in custody of cash and suggesting that under the circumstances the custody of cash may b. entrusted to the Manager who may also be required to furnish a security of Rs.500/-, the Sub Assistant Superintendent exercising such control as devolve on Gazetted Officers under the provision of the Mysore Civil Account Code.

ORDER NO. 9 616-17 P.S. 54-37-5

Dated, Bangalore, the 18th July 1938

The proposal of the Superintendent, Government Central Book Depot is sanctioned.

C. S. Srinivasa Char

For Secretary to Government,
Development Department.

The Superintendent, Government Central Book Depot, Bangalore.
Comptroller to Government, through the Financial Sectt.